

United States Department of Agriculture



Natural Resources Conservation Service
675 U.S. Courthouse
801 Broadway
Nashville, Tennessee 37203

March 9, 2007

GENERAL MANUAL (GM)
PER - 360

SUBJECT: PER-SICK LEAVE

Purpose: To inform employees that current procedures on Sick Leave have been updated in the General Manual (GM-360, Amend. 102, May 2003).

Effective Date: Immediately.

Filing Instructions: **Remove Amendment TN36 dated February 1997, page TN415-10(1) & TN415-10(2), and insert Amendment TN44 dated March 2007.**

KEVIN BROWN
State Conservationist

Enclosure

DIST: GM

Helping People Help the Land

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Subpart A – Sick Leave

TN415.2(F)(4)

TN415.2(F)(4) Advanced Sick Leave.

- (4) Advanced Sick Leave requires prior approval of the State Conservationist and must be supported by medical documentation. Requests are submitted on Form OPM 71 through normal administrative channels; supervisors at each level should attach their written recommendation.**

